

AI Master Tools

Certification Program



AI ASSISTANTS



AI IMAGE GENERATION



AI VIDEO GENERATION



AI CODING TOOLS



PROMPT ENGINEERING



AI AUTOMATION



AI CONTENT CREATION



AI MARKETING TOOLS



AI DATA & ANALYTICS



AI PRODUCTIVITY TOOLS



Module 1: AI Foundations & Prompt Engineering

- Introduction to Artificial Intelligence
 - Generative AI vs Traditional AI
 - AI Applications Across Industries
 - Overview of Popular AI Tools
 - Prompt Engineering Fundamentals
 - Prompt Frameworks (Role, Context, Output)
 - Zero-shot, One-shot & Few-shot Prompting
 - Advanced Prompting Techniques
 - AI Ethics, Privacy & Responsible AI
 - Hands-on Prompt Writing Exercises
- **Practical Assignment**
- Create 20 professional prompts for different business scenarios

Module 2: ChatGPT Mastery

- ChatGPT Interface & Features
 - Custom Instructions & Memory
 - Content Creation
 - Email & Report Writing
 - Coding Assistance
 - Data Analysis
 - Image Generation
 - Custom GPTs
 - Business Applications
 - Productivity Techniques
- **Mini Project**
- Develop an AI-powered business assistant using ChatGPT.

Module 3: Google Gemini & Notebook

► Google Gemini

- Gemini Workspace Integration
- Gmail AI
- Google Docs AI
- Google Sheets AI
- Google Slides AI
- Research & Summarization

► NotebookLM

- AI Research Assistant
- Document Analysis
- Study Notes
- Audio Overview
- Citation Management

■ **Assignment**

- Create a research report using Notebook and Gemini.

Module 4: Microsoft Copilot

- Microsoft Copilot Overview
 - Word Copilot
 - Excel Copilot
 - PowerPoint Copilot
 - Outlook Copilot
 - Business Productivity Applications
- **Practical**
- Create an AI-generated business proposal.

Module 5: Claude & Perplexity AI

- Long Document Analysis
- Report Writing
- **Assignment**
 - Compare research quality using Claude
- Coding Support
- Research Assistance

Module 6: AI Presentation & Design Tools

- **Canva AI**
 - Magic Design
 - Magic Write
- AI Image Generator
- Social Media Design
- **Gamma**
 - AI Presentations
 - AI Websites
- AI Documents
- **Beautiful.ai**
 - Smart Presentation Design
 - Business Pitch Decks
- Corporate Templates
- **Mini Project**
 - Design a professional company presentation.

Module 7: AI Image Generation

- **DALL-E**
 - Text-to-Image Generation
 - Image Editing
- Prompt Engineering
- **Midjourney (Basics)**
 - Discord Setup
 - Prompt Writing
- Image Parameters
- Commercial Use
- **Project**
 - Create branding and marketing visuals using AI.

Module 8: AI Video Creation

- **Runway**
 - Text-to-Video
 - Video Editing
- Green Screen Removal
- **Pika**
 - AI Video Generation
 - Animation
- Social Media Videos
- **Mini Project**
 - Produce a promotional video using AI.

Module 9: AI Voice Generation

› ElevenLabs

- AI Voice Generation
- Voice Cloning
- Audiobook Creation
- Podcast Narration
- Voice-over Production

▪ Assignment

- Generate a professional voice-over for a marketing video.

Module 10: AI Coding Assistant

› GitHub Copilot

- AI Coding
- Code Completion
- Debugging
- Documentation
- Productivity Tips
- Code Refactoring

▪ Project

- Develop a simple application with GitHub Copilot.

Module 11: No-Code Automation

- Automation Basics
- Multi-step Workflows
- AI Automation

› Make (Integromat)

- Visual Workflow Automation
- Business Process Automation
- CRM Integration
- Google Workspace Automation
- Email Automation

▪ Capstone Exercise

- Build a complete business automation workflow.

Module 12: AI Productivity & Business Intelligence

› Notion AI

- AI Notes
- Project Management
- Knowledge Base
- Task Automation

› Power BI Copilot

- AI Dashboard Creation
- AI Insights
- Data Visualization

› Excel AI

- AI Formula Generation
- Data Analysis
- Forecasting
- Charts
- AI-powered Reports

■ Project

- Build an AI-powered business dashboard.

Module 13: AI for Business & Marketing

- AI Digital Marketing
- Social Media Content Creation
- SEO Content Generation
- HR Applications
- Resume Screening
- Email Marketing
- Sales Proposal Writing
- Customer Support Automation
- Finance & Reporting
- Educational Content Creation

■ Mini Project

- Create a complete AI-powered marketing campaign.

Module 14: Capstone Project & Certification

► Project Development

- Business Problem Identification
- AI Tool Selection
- Workflow Design
- Content Creation
- Automation
- Presentation Development

■ Final Evaluation

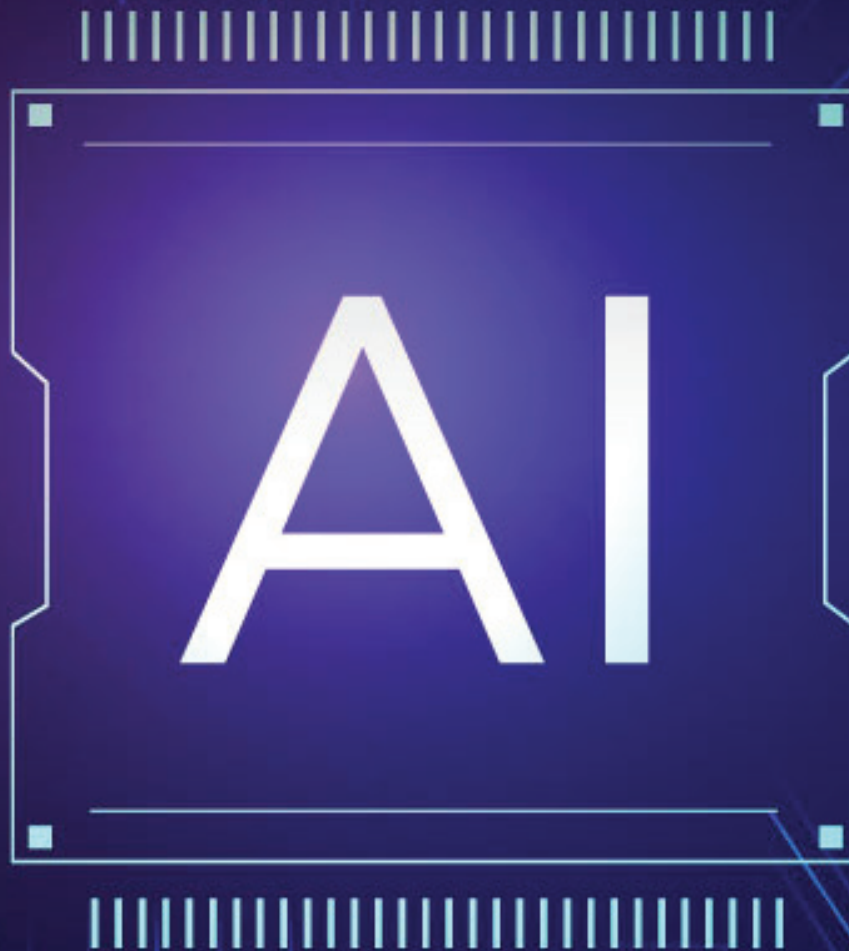
- Capstone Project Presentation
- Feedback & Certification
- Viva & Practical Assessment

Course Deliverables

- 20+ AI Tools Covered
- 20 Hands-on Practical Exercises
- 10 Mini Projects
- 5 Business Case Studies
- 1 Industry-Level Capstone Project
- Ready-to-Use Prompt Library
- AI Workflow Templates
- Certificate of Completion

Tools Covered

- ChatGPT
- Google Gemini
- Microsoft Copilot
- Claude
- Perplexity AI
- NotebookLM
- Canva AI
- Gamma
- Beautiful.ai
- DALL-E
- Midjourney (Basics)
- Runway
- Pika
- ElevenLabs
- GitHub Copilot
- Zapier
- Make (Integromat)
- Notion AI
- Power BI Copilot
- Excel AI



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